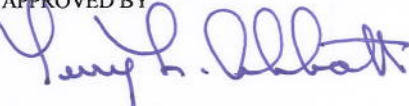


manual change transmittal

TITLE PROJECT DEVELOPMENT PROCEDURES MANUAL	APPROVED BY  TERRY L. ABBOTT, Chief	Date Issued: 12/2/11 Page 1 of 2
SUBJECT AREA PSR-PDS updates Expanded use of Small Capital Value Projects – Project Initiation Document Various corrections	ISSUING UNIT DIVISION OF DESIGN	
SUPERCEDES CHAPTER 9 – Project Initiation APPENDIX L – Preparation Guidelines for Project Study Report APPENDIX R – Small Capital Value Projects PID NEW APPENDIX S – Preparation Guidelines for Project Study Report-Project Development Support PID	DISTRIBUTION ON-LINE	

The official version of the Project Development Procedures Manual (PDPM) is the electronic version, found on Caltrans Division of Design Website:
<http://www.dot.ca.gov/hq/oppd/pdpm/pdpmn.htm>.

The locations of revisions are denoted by a vertical line within the manual. Vertical lines are not used in Appendix S as this is the first version. This revision incorporates corrected and updated information with the most significant changes to the following:

The PDPM has been updated to implement the Project Initiation Document (PID) streamlining memo by Cindy McKim, dated April 19, 2011, and to implement Small Capital Value Project (SCVP) changes requested by specific State Highway Operation and Protection Plan (SHOPP) Program Managers.

Chapter 9 - Project Initiation

- Article 1 – Introduction and Definitions
- Article 4 – Essential Procedures
 - Figure 9-3 PID Templates for the SHOPP Program
 - Topic: Small Capital Value SHOPP Projects
 - Sub-Article: Exceptions to Design Standards
- Article 6 – Director’s Order for Urgent Projects
- Article 7 – EA Project Report for “Minor B” and Maintenance Projects
 - Sub-Article: Traffic Signal Projects
- Article 8 – Project Initiation Process for Projects-funded-by-others
- Various corrections include: revision or removal of outdated language; application of PDPM Style Guide updates; and updated hyperlinks

Appendix L – Preparation Guidelines for Project Study Report

- Entire Appendix – Information pertaining to the preparation of PSR-PDS's has been moved from Appendix L to Appendix S. Chapters have been renumbered to reflect this change.
- Chapter 5 – Scoping Tools
 - The Planning Scoping Checklist has been replaced with the updated Transportation Planning Scoping Information Sheet.

Appendix R – Small Capital Value Projects Project Initiation Document

- Article 2 – Outline
- Article 3 – Template

Appendix S – Preparation Guidelines for Project Study Report-Project Development Support Project Initiation Documents

- Appendix S is a new appendix to reflect improvements in the way PSR-PDS's are developed and executed. PSR-PDS's will be developed using a reduced level of study and risk. New scoping tools have been developed and are part of this appendix to assist in the preparation of the PSR-PDS.

PDPM subscribers are encouraged to use the most recent version available on-line at the above website. Should a subscriber choose to maintain a paper copy, the subscriber is responsible for keeping their paper copy up to date and current.